

All,

Receipts are required to be uploaded into WMIRS for ALL flights. No matter who pays the bill, the receipt must be uploaded. No Exceptions. If you have challenges in scanning the receipt, ask for help before you need to do it.

Jerry Wellman

Following is from National Hq:

Ladies and Gentlemen,

Happy New Year! Hope you and your families had safe, relaxing and enjoyable holidays.

Please share the attached information with your staff. It will help them comply with the recent CAPR 173-3 change that now requires all receipts to be uploaded into WMIRS. **These instructions are also available for download in the middle of the main WMIRS page.** Special thanks goes to Robin Vest for helping us develop these instructions.

Have a great weekend.

Sincerely,

John A. Salvador

Director of Missions, HQ CAP

NOTE: The Instructions are also available from the Utah Wing Operations page.